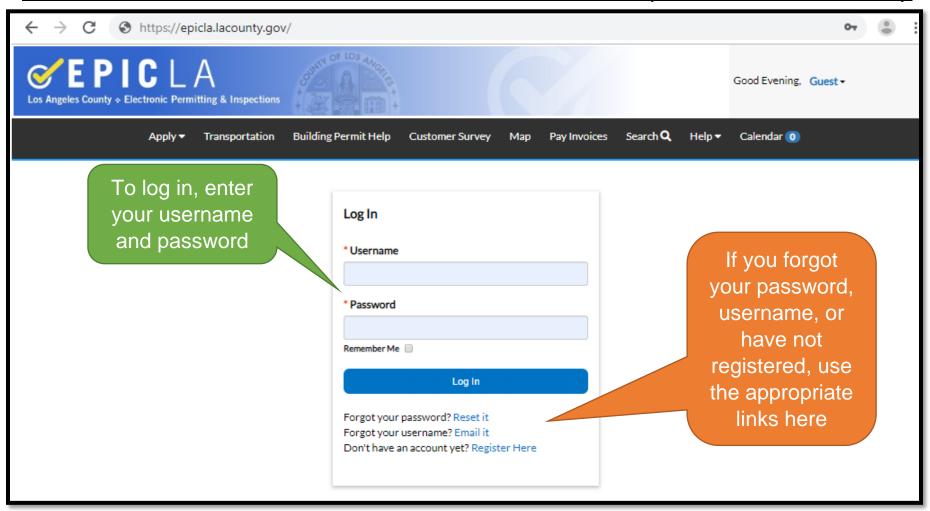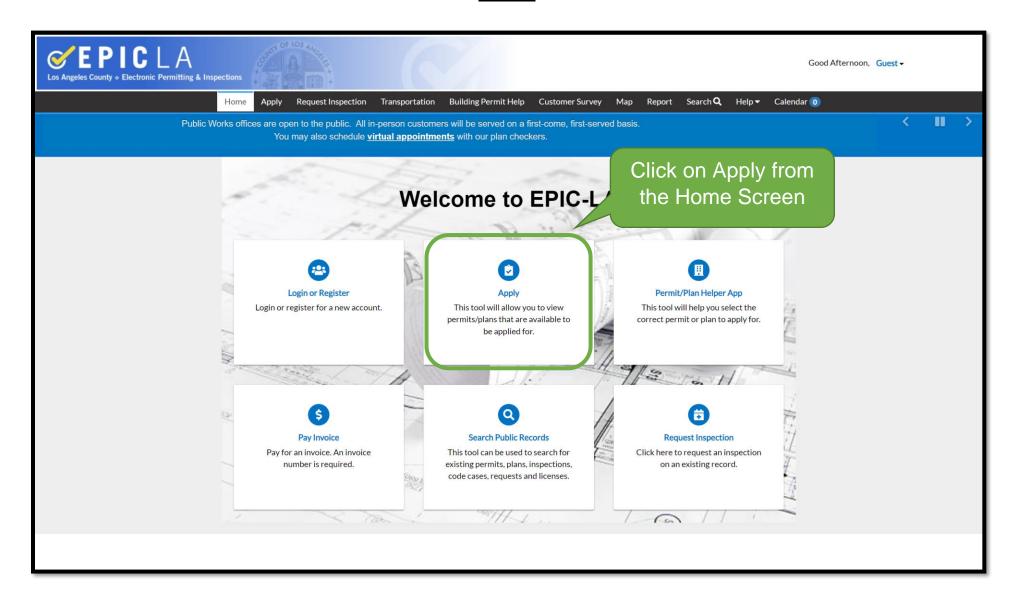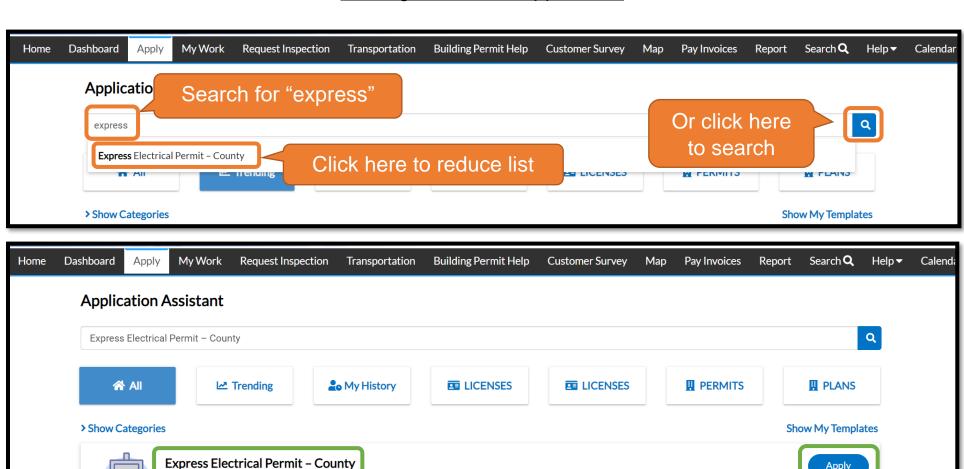# HOW TO APPLY FOR RESIDENTIAL 'EXPRESS' ELECTRICAL PERMITS (SELF-ISSUED)

Home

Finding the Permit Application

Home | Dashboard | Apply | My Work | Request Inspection | Transportation | Building Permit Help | Customer Survey | Map | Pay Invoices | Report | Search 🔍 | Help ▾ | Calendar

Applicatio

express

Search for "express"

Or click here to search

Express Electrical Permit – County

Click here to reduce list

LICENSES | PERMITS | PLANS

> Show Categories

Show My Templates

Home | Dashboard | Apply | My Work | Request Inspection | Transportation | Building Permit Help | Customer Survey | Map | Pay Invoices | Report | Search 🔍 | Help ▾ | Calendar

Application Assistant

Express Electrical Permit – County

All | Trending | My History | LICENSES | LICENSES | PERMITS | PLANS

> Show Categories

Show My Templates

Express Electrical Permit – County

Apply

Category Name:
County of Los Angeles Express
Building Permits

Description:
Apply here for a self-issued electrical permit for a RESIDENTIAL project located in unincorporated County Area. Please note, this application is utilized for electrical work or for projects where the building permit has already be
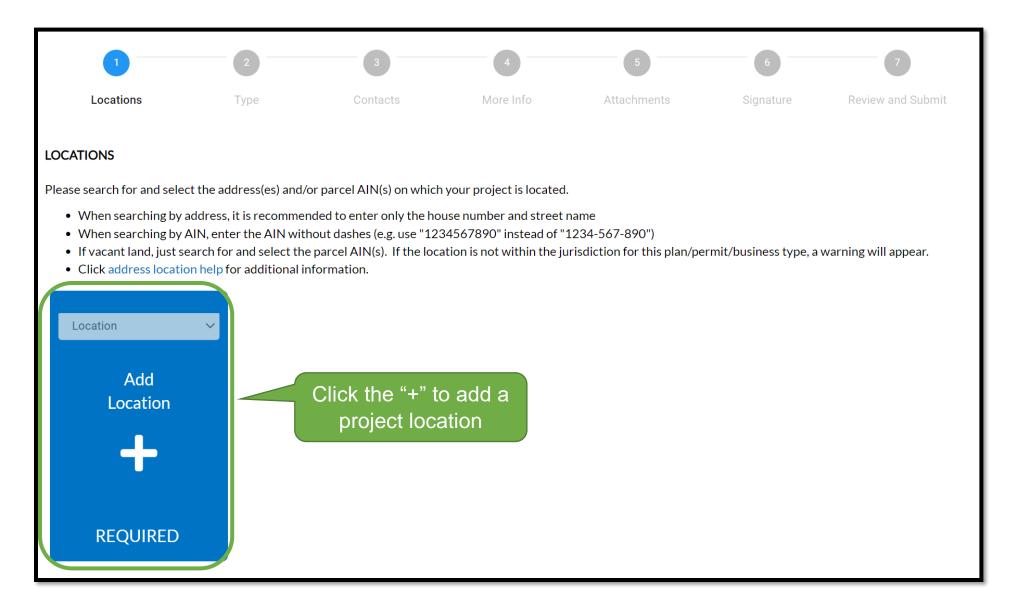
Click "Apply"

Step 1 – Location

1	2	3	4	5	6	7
Locations	Type	Contacts	More Info	Attachments	Signature	Review and Submit

LOCATIONS

Please search for and select the address(es) and/or parcel AIN(s) on which your project is located.

- When searching by address, it is recommended to enter only the house number and street name
- When searching by AIN, enter the AIN without dashes (e.g. use "1234567890" instead of "1234-567-890")
- If vacant land, just search for and select the parcel AIN(s). If the location is not within the jurisdiction for this plan/permit/business type, a warning will appear.
- Click address location help for additional information.

Location ⌄

**Add
Location**

+

REQUIRED

Click the "+" to add a project location

Method 1: Adding by Address

‹ Back to Application

Add Location

The default selection is to search by Address

[**Address**] [Parcel]

Add Address As [Location ▾]

[**Search**]

Searching by number and street name only is enough (ex: 900 Fremont)

Address Information

Search [Search Addresses] [🔍]

◂Back to Application

Add Location

[**Address**] [Parcel]

Add Address As [Location ▾]

[Search]

Address Information

Search [███████] [🔍]

Address	Action
██████████████████	[Add]

Click "Add" to set the project location

Results per page [10 ▾] 1 - 1 of 1   << < **1** > >>

Method 2: Adding by Parcel

◀ Back to Application

Add Location

Address **Parcel**

> Alternatively, locations can be search by Parcel Number

Parcel Information

Search [Search Parcels] 🔍

> Search using only numbers (ex:1234567890)

◀ Back to Application

Add Location

Address   Parcel

Parcel Information

Search [▮▮▮▮▮▮] 🔍

Parcel Number	Section	Township	Range	Action
▮▮▮▮▮				☑

Check the box

Results per page 10 ▼   1 - 1 of 1   << < 1 > >>

Search to find address

Search Associated Addresses

Parcel Information

Search [████████] 🔍

Parcel Number	Section	Township	Range	Action
[████]				☑

Results per page 10 ▾ 1 - 1 of 1   << < **1** > >>

Search Associated Addresses

Check the box with the correct address.
If there is no address, you can still add only the parcel

Associated Addresses

Associated Addresses for Parcel - # [████]   +

Address	Action
[████████]	☑

Results per page 10 ▾ 1 - 1 of 1   << < **1** > >>

Add the address

Add Selected   Cancel

1 — Locations
2 — Type
3 — Contacts
4 — More Info
5 — Attachments
6 — Signature
7 — Review and Submit

LOCATIONS

Please search for and select the address(es) and/or parcel AIN(s) on which your project is located.

- When searching by address, it is recommended to enter only the house number and street name
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- If vacant land, just search for and select the parcel AIN(s). If the location is not within the jurisdiction for this plan/permit/business type, a warning will appear.
- Click address location help for additional information.

Type: Location

████████████████

Main Address ☑

Parcel Number

████████

Main Parcel ☑

Remove

> A draft of the application can be saved and then continued a later time. Drafts are accessed from the Dashboard

Save Draft   **Next**

```
①————②————③————④————⑤————⑥————⑦
Locations   Type   Contacts   More Info   Attachments   Signature   Review and Submit
```

LOCATIONS

Please search for and select the address(es) and/or parcel AIN(s) on which your project is located.

- When searching by address, it is recommended to enter only the house number and street name
- When searching by AIN, enter the AIN without dashes (e.g. use "1234567890" instead of "1234-567-890")
- If vacant land, just search for and select the parcel AIN(s). If the location is not within the jurisdiction for this plan/permit/business type, a warning will appear.
- Click address location help for additional information.

Type: Location

Main Address ☑

Parcel Number

Main Parcel ☑

Remove

If you see this warning, the location is not within unincorporated LA County. Please use our Service Locator to check jurisdiction for building permits

The following scenarios are preventing your application:
- Location must be in the Unincorporated County Area. Your selected location is not.
  - Parcel Number:

Step 2 – Description

PERMIT DETAILS

Please provide a short description for scope of work. This description cannot be updated once submitted.

* Permit Type

Express Electrical Permit – County

Permit Type cannot be changed

* Description

TYPE IN THE SCOPE OF WORK.

Add a description of work.
Please be clear with description

Click "Next" to continue

Back   Save Draft   Next

Step 3 – Contacts

CONTACTS

Please add any additional contacts that will participate on this project, such as submitting documents, paying bills, and checking status. You can only add contacts that have previously registered in EPIC-LA. You will be able to add contacts at any time during the project.

Please ensure that one of these contact types is added.

1. Owner Builder
2. B License Contractor (General)
3. C10 License Contractor (Electrical)

You can add your contractor certification via My Certificates tab in the My Account menu.

Applicant

Contractor

Remove

Select Type ⌄

Add Contact

+

You are the default Applicant Contact. Additional contact types are required depending on who is obtaining the permit. Please select contact type from drop down prior to adding contact. It is highly recommended that the property owner has an account

Back

Click "Next" to continue

Save Draft
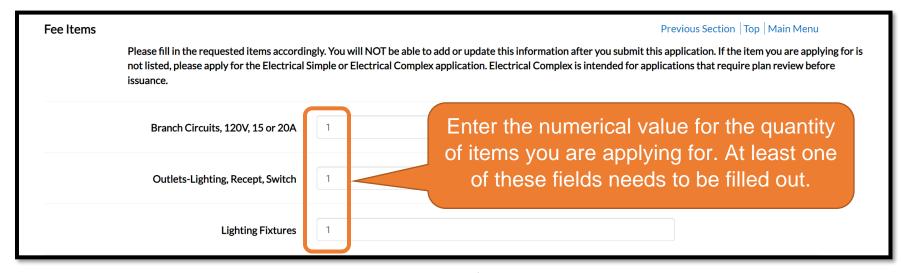
Next

Step 4 – More Info

Please read the instructions and all questions carefully. There are questions that must be answered "Yes" to qualify for the Express Permit. Scroll beyond the questions to find fee items to apply for. Itemize what you are applying for.
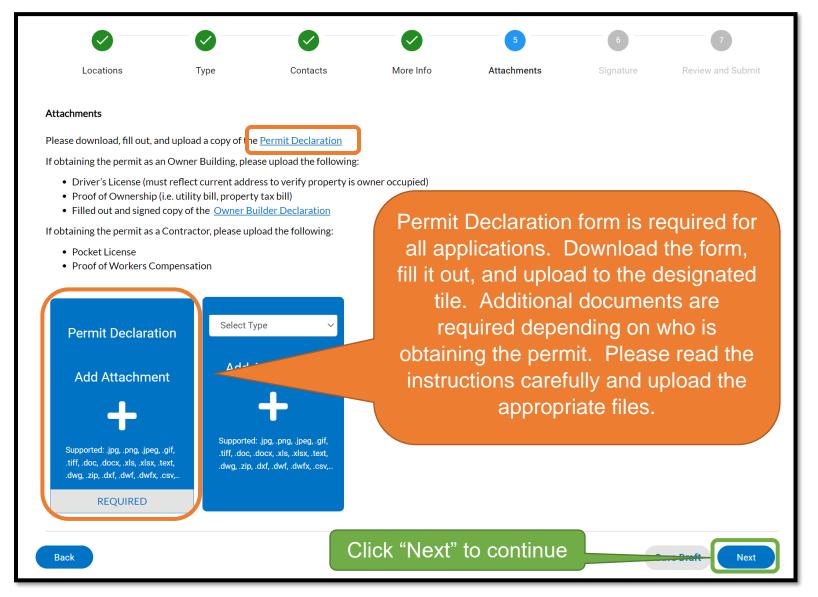
Residential New BLDGS 1 or 2 Family
(sf)

1200

If you are applying for a new building and solely based on the square footage of the structure instead of itemizing, enter the square footage in this field and no other items.

EPIC-LA Acknowledgement: I have selected and quantified all items appropriately for this permit. I understand that failure to do so may lead to subsequent fees and delays in the inspection process.

Must be acknowledged in order to continue

*

Back

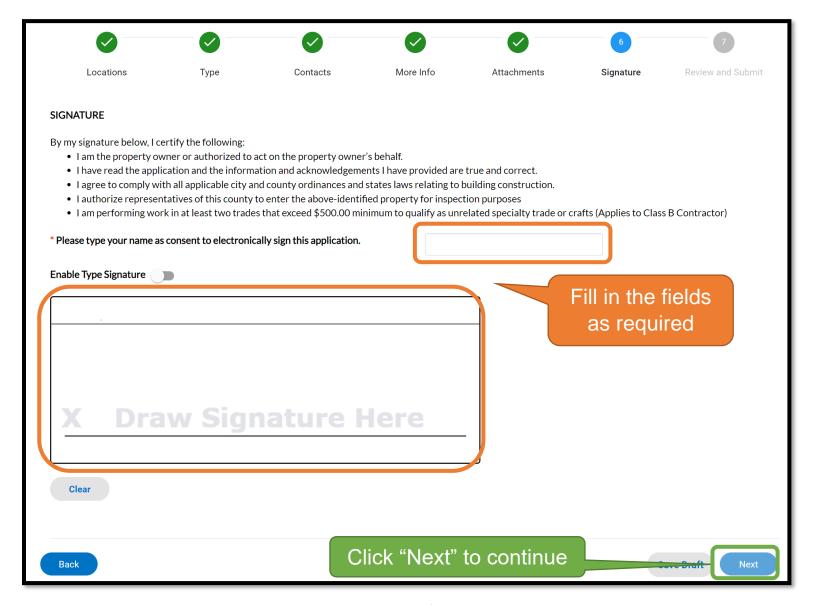Click "Next" to continue

Save Draft

Next

It is important that you properly itemize what you are applying for. Failure to do so may lead to subsequent fees and delays in the inspection process.
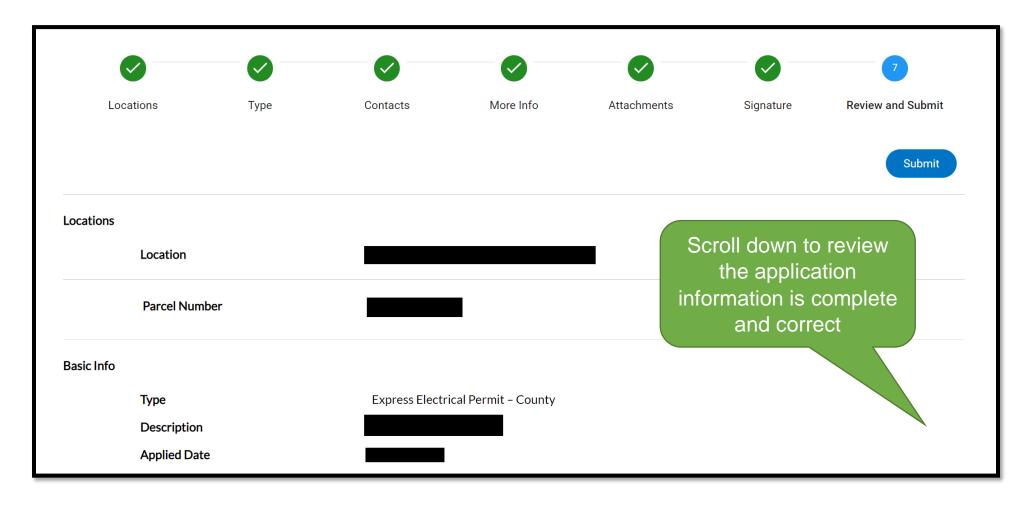
Step 5 – Attachments

Attachments

Please download, fill out, and upload a copy of the **Permit Declaration**

If obtaining the permit as an Owner Building, please upload the following:

- Driver's License (must reflect current address to verify property is owner occupied)
- Proof of Ownership (i.e. utility bill, property tax bill)
- Filled out and signed copy of the Owner Builder Declaration

If obtaining the permit as a Contractor, please upload the following:

- Pocket License
- Proof of Workers Compensation

Permit Declaration

Add Attachment

+

Supported: .jpg, .png, .jpeg, .gif, .tiff, .doc, .docx, .xls, .xlsx, .text, .dwg, .zip, .dxf, .dwf, .dwfx, .csv,...

REQUIRED

Select Type

Supported: .jpg, .png, .jpeg, .gif, .tiff, .doc, .docx, .xls, .xlsx, .text, .dwg, .zip, .dxf, .dwf, .dwfx, .csv,...

Permit Declaration form is required for all applications. Download the form, fill it out, and upload to the designated tile. Additional documents are required depending on who is obtaining the permit. Please read the instructions carefully and upload the appropriate files.

Back

Click "Next" to continue

Next

Step 6 – Signature

Locations — Type — Contacts — More Info — Attachments — **Signature** — Review and Submit

SIGNATURE

By my signature below, I certify the following:

- I am the property owner or authorized to act on the property owner's behalf.
- I have read the application and the information and acknowledgements I have provided are true and correct.
- I agree to comply with all applicable city and county ordinances and states laws relating to building construction.
- I authorize representatives of this county to enter the above-identified property for inspection purposes
- I am performing work in at least two trades that exceed $500.00 minimum to qualify as unrelated specialty trade or crafts (Applies to Class B Contractor)

* **Please type your name as consent to electronically sign this application.**

Enable Type Signature

X   Draw Signature Here

Fill in the fields as required

Clear

Click "Next" to continue

Back   Save Draft   Next

Step 7 – Review and Submit

Locations ✓   Type ✓   Contacts ✓   More Info ✓   Attachments ✓   Signature ✓   **7** Review and Submit

Submit

Locations

Location ▮▮▮▮▮▮▮▮▮▮▮▮

Parcel Number ▮▮▮▮▮

Scroll down to review the application information is complete and correct

Basic Info

Type   Express Electrical Permit – County

Description ▮▮▮▮▮▮

Applied Date ▮▮▮▮

Back   Create Template

There will be another button to submit at the bottom of the page.

Click "Submit" to finish

Save Draft   Submit

✔ **Your application was successfully submitted!**

Application has been successfully submitted, please proceed with paying the invoice to get your permit.

Continue to permit

You will see this message after a successful submittal and can then pay the invoice or view details

Fees

View Details   Add to Cart

You will see a confirmation screen after submitting. Click "Continue to permit" to enter the permit case page to see the permit case number. Fees for the permit are automatically invoiced and ready to pay when adding to cart
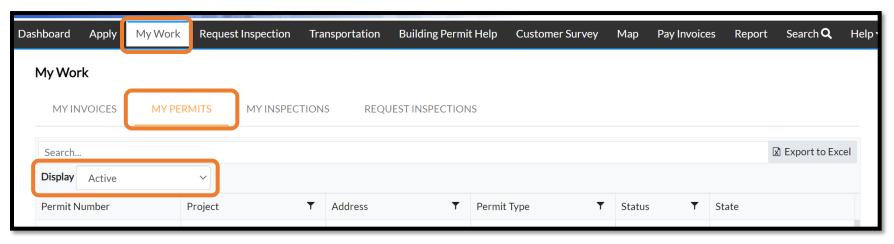
Paying Invoice

‹ Back

Shopping Cart

Total ▉

Check Out

Invoice: ▉ Description: UNC-EXPR ▉
Due Date: ▉

▉

Case Number	Project	Case Address	Amount Due
UNC-EXPR ▉		▉	▉

Remove

Top | Main Menu

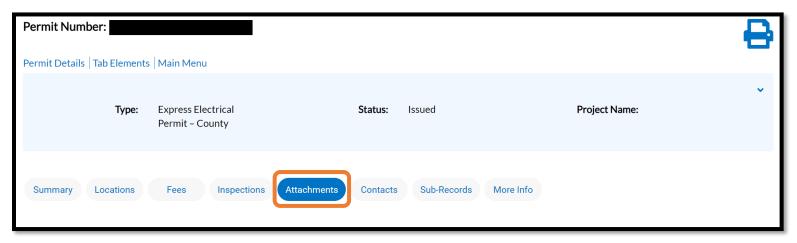**Click "Check Out" to continue**

Total ▉

Check Out

After adding to cart, review cart and check out.
Proceed through the entire payment process until the payment is processed and you return to EPIC-LA.

Finding Your Permit and Important Documents

| Dashboard | Apply | My Work | Request Inspection | Transportation | Building Permit Help | Customer Survey | Map | Pay Invoices | Report | Search Q | Help ▾ |

My Work

MY INVOICES   **MY PERMITS**   MY INSPECTIONS   REQUEST INSPECTIONS

Search...   🅇 Export to Excel

Display [Active ⌄]

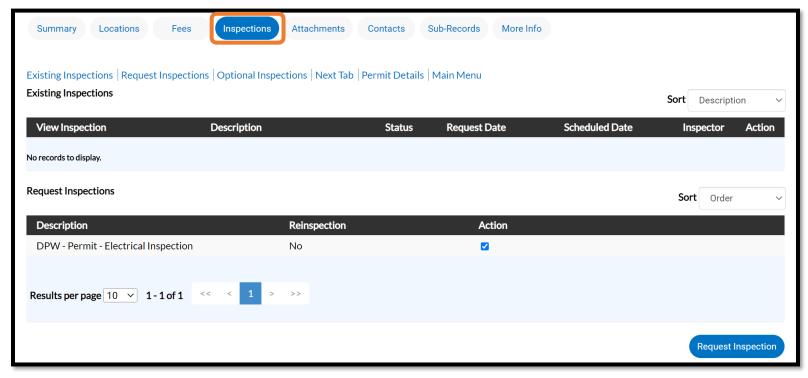| Permit Number | Project ▼ | Address ▼ | Permit Type ▼ | Status ▼ | State |

To find your permit and other important documents, go to the My Work menu and the select the My Permits tab. Update the Display drop-down to Active and then click on the permit number link

Permit Number: ██████████   🖨

Permit Details | Tab Elements | Main Menu

         Type: Express Electrical   **Status:** Issued   **Project Name:**
               Permit – County

Summary   Locations   Fees   Inspections   **Attachments**   Contacts   Sub-Records   More Info

Documents like the permit, job card, and inspection instructions can be found in the Attachments of the permit case

Requesting Inspection

| Summary | Locations | Fees | **Inspections** | Attachments | Contacts | Sub-Records | More Info |

Existing Inspections | Request Inspections | Optional Inspections | Next Tab | Permit Details | Main Menu

Existing Inspections

Sort [Description ▾]

View Inspection	Description	Status	Request Date	Scheduled Date	Inspector	Action
No records to display.						

Request Inspections

Sort [Order ▾]

Description	Reinspection	Action
DPW - Permit - Electrical Inspection	No	☑

Results per page [10 ▾] 1 - 1 of 1   << < **1** > >>

Request Inspection

| Dashboard | Apply | My Work | **Request Inspection** | Transportation | Building Permit Help | Customer Survey | Map | Pay Invoices | Report | Search 🔍 | Help |

Request Inspections

[Search...]   ⊞ Export to Excel

Request Inspection

When you are ready, you can request inspection via the Inspection menu within the case or through the Request Inspection menu at the top of the screen. For detailed instructions on how to request inspection, click here

Inspection requests will be reviewed inspection staff and will be scheduled based on availability